



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
February 10, 2010**

The regular meeting of the Alameda Free Library Board was called to order at 6:05 p.m.

ROLL CALL

Present: Mike Hartigan, President
Karen Butter, Vice President
Gail Wetzork, Board Member
Suzanne Whyte, Board Member

Absent: Kristy Perkins, Board Member

Staff: Jane Chisaki, Library Director
Marsha Merrick, Recording Secretary

CONSENT CALENDAR

An asterisk indicates items so accepted or approved on the Consent Calendar.

- A. *Report from the Library Director Highlighting Activities for February 2010. Accepted.
- B. *Draft Minutes of the Regular Library Board Meeting of January 13, 2010. Approved.
*Draft Minutes of the Special Library Board Meeting of January 28, 2010. Approved.
- C. *Library Services Report for the Month of December 2009. Accepted.
- D. *Financial Report Reflecting FY10 Expenditures by Fund for January 2010. Accepted.
- E. *Bills for Ratification for the Month of January 2010. Approved.

President Hartigan mentioned that he did not get the e-mailed portion of the board packet. It was discovered that none of the other board members received it either, so Recording Secretary Merrick will re-send the e-mail and its attachments the following day. Merrick got an e-mail address for Member Wetzork so he could be included in the distribution.

President Hartigan thanked Members Wetzork and Whyte for attending the Special Library Board Meeting that was held on January 28. The board met the artists whose work had been selected for the branch projects, heard their individual presentations, and approved them to move forward.

President Hartigan mentioned there is still a discrepancy in the reporting period dates on the check register. Staff will check again with Finance to see if they are working to get this fixed.

President Hartigan asked for a motion to accept the consent calendar as presented. Member Wetzork so moved; Member Whyte seconded the motion which carried by a 4-0 vote.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

Marc Lambert asked about the status of the elevator. Director Chisaki responded that the manufacturer, Kone, had been out and found the problem was a bad board, and were returning to replace it. Lambert also asked about the leaking roof, which had been repaired.

UNFINISHED BUSINESS

A. Neighborhood Library Improvement Project (G. Wetzork)

Director Chisaki said plans and specs are out to bid. They were approved by Council on 2/3, and are due back on 3/9. There will be a pre-bid meeting 2/23; details/links are on the City's public notices page, and will also be published in the newspapers. Furniture specs were received from Bev Moris. The contract award will be made at the 4/6 City Council meeting. The request for an increase in fees for Noll & Tam will go to the City Council at the same time.

Now, Recreation & Parks pays for all the electrical usage in the Bay Farm building, but going forward the cost will be split down the middle with the Library. Alyson Yaris will attend the next board meeting and bring paint color options for the exterior of Bay Farm; a staff member from Recreation & Parks will be there as well. Arta Benzie-Youssef, Regina Almaguer and Debey Zeto and her partner will be back with more design detail. Director Chisaki went through different options for enhancing the proposed artwork and gave the associated costs. In the end the Board was most interested in the \$2,200 option which would have two different styles of rabbits running. Member Wetzork moved to accept this option; Member Whyte seconded the motion which carried by a 4-0 vote.

Library staff is busy making plans for the closure and move-out of the West End Branch. Chisaki is meeting with key staff to work on further details. Chipman will be the book mover for this job; Public Works will move all surplus material. All programs will be on hold during the closure. The book drops will be locked and returns will come to the Main library; signs will be posted to this effect.

NEW BUSINESS

A. Alameda Free Library Foundation (J. Chisaki)

Director Chisaki reported that at the last Foundation meeting, they had discussed finances, shifting funds from Operating to Endowment. They are still waiting on the check from Books Inc. for the Live @ the Library series. Another series will be held at the library in the fall. They may purchase a portable stage but it would have to be stored off-site. Once again this year, the library staff members will be treated to an appreciation lunch. The Friends and Foundation are working on how better to work together. The next meeting will be of the Executive Board.

B. Friends of the Alameda Free Library (M. Lambert)

Marc Lambert reported the Membership Chair noticed that only 1/3 of Friends members had renewed. The next book sale will be on May 7, 8 & 9. On Sunday, 2/21, Patti Itano and other volunteers will clean up the parking lot shrubbery, etc.

C. Patron Suggestions/Comments (Speak-Outs) and Library Director's Response

A patron suggested that the San Francisco Chronicle should be kept at the Reference Desk for a week before putting it on the shelf. This newspaper is part of the browsing collection, and it would be too time-intensive for the staff to keep control the paper.

LIBRARY BOARD COMMUNICATIONS

President Hartigan went back to the Neighborhood Library Improvement Team item, saying that it would be important at some point for the Board to recognize all the hard work the NLIP Team had done. Director Chisaki said that they would be recognized at the re-dedication of the buildings, and everyone was in agreement that the City Council should give the team certificates of appreciation.

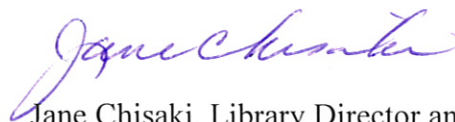
DIRECTOR'S COMMENTS

Director Chisaki shared the Richmond Library's new logo which had won some industry awards. Their tag-line is "Find Everything". There had been a naming contest held for the new book dispensing machine. It will be called the "Ready to Go, Adventure Dispenser". The machine is scheduled to arrive in mid-April.

ADJOURNMENT

President Hartigan asked for a motion to adjourn the meeting at 7:13 p.m. Vice President Butter so moved; Member Wetzork seconded the motion which carried by a 4-0 vote.

Respectfully submitted,



Jane Chisaki, Library Director and
Secretary to the Alameda Free Library Board